National Student Loan Data System

Exit Counseling Completion Results
Report File Layouts for Lenders (EXTC02)

January 6, 2011

1.0 NSLDS Exit Counseling Completion Results Report for Lenders (EXTC02)

The *Exit Counseling Completion Report (EXTC02)* for lenders provides data from borrowers with loans who have completed exit counseling linked to the lender code associated with the NSLDS User ID. Output results contain the student's demographic data including reported addresses for employer, references, and next of kin, as well as the media type, source, and completion date and time of the exit counseling. The User will choose an output Type as Report or Extract and a sort order of SSN or Last Name, First Name. The User can specify a particular school OPE-ID and branch ID, leave the asterisks (*) for all schools and school branches, or enter a six-digit school OPE-ID and leave the asterisk (*) in the School Branch ID field to receive exit counseling details at the six-digit OPE-ID level. The User can also designate a date range or leave the default dates. The processed data is sent to the SAIG mailbox associated with the NSLDS User ID requesting this report. Additional hints for printing the report in Microsoft Word format are available in the Report List Help page.

This document contains the layouts for the header, detail records, and trailer for the extract version of the report. Each report requested online will generate one header record, one or more detail records, and one trailer record. The record layout table contains the position, the data element name, description, field format, and length as they will appear on the extract.

2.0 Exit Counseling Results Report Record Layout for Lenders

Exit Counseling Header Record   *Length = 1319*

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1	1	Record Type	'0' – Represents Header.	Char.	1
2	41	Header Title	Value 'EXIT COUNSELING COMPLETION'.	Char.	40
42	47	Report ID	Identifier of report. Value 'EXTC02'.	Char.	6
48	53	School ID	Code of the school six-digit OPE-ID being reported on. If all schools are selected (*), this field displays as "%%%%%%".	Char.	6
54	55	School Branch ID	Code for the school branch being reported on. If all school branch campuses are selected (*), this field displays as "%%".	Char.	2
56	63	Begin Date	Lower end of date range.	Date	8
64	71	End Date	Upper end of date range.	Date	8
72	80	SSN	Social Security Number of student being reported on. If all SSNs are selected (*), this field displays as "%%%%%%%%%".	Char.	9
81	81	Submittal Report Extract Type	'E' = Standard extract data file.	Char.	1

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
82	89	Submittal Date	Date which the report request is submitted. Format CCYYMMDD.	Date	8
90	95	Submittal Time	Time which the Loan Discharge Report request is submitted. Format HHMMSS.	Time	6
96	106	Filler	Blank	Char.	3
107	112	Lender ID	Code for the Lender requesting the report. If Lender Servicer, this field is blank.	Char.	6
113	118	Lender Servicer ID	Code for the Lender Servicer requesting the report. If Lender, this field is blank.	Char.	6
119	1319	Filler	Attribute to complete record length.	Char.	1201

Exit Counseling Detail Record   *Length = 1319*

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1	1	Record Type	'1' – Represents Detail.	Char.	1
2	10	Student SSN	Student Social Security Number	Char.	9
11	45	Student First Name	Student First Name	Char.	35
46	80	Student Middle Initial	Student Middle Initial	Char.	35
81	115	Student Last Name	Student Last Name	Char.	35
116	123	Student DOB	Student Date of Birth	Date	8
124	188	School Name	School Branch Name	Char.	65
189	194	School ID	School OPE-ID Code	Char.	6
195	196	School Branch ID	School OPE-ID Branch Code	Char.	2
197	204	Completion Date	Date the student completed their exit counseling session. CCYYMMDD	Date	8
205	208	Completion Time	Time the student completed their exit counseling session. HHMM	Time	4
209	209	Media Type	Code indicating how the student performed their exit counseling. P = Paper E= Electronic	Char.	1
210	210	Source	Code indicating where the data is coming from. I = NSLDS E = School	Char.	1
211	240	DL Number	Student's drivers license number	Char.	30

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
241	242	DL State	State in which the student's driver license was issued.	Char.	2
243	282	Street Address 1	Line 1 of student's current address.	Char.	40
283	322	Street Address 2	Line 2 of student's current address.	Char.	40
323	352	City	City of student's current address.	Char.	30
353	354	State	State of student's current address.	Char.	2
355	356	Country	Country of student's current address.	Char.	2
357	373	Zip Code	Zip or postal code of student's current address.	Char.	17
374	385	Phone Number	Telephone number of student's current address.	Char.	12
386	513	Email Address	Email address of student.	Char.	128
514	573	Name	Employer of the student.	Char.	60
574	613	Street Address 1	Line 1 of student's employer.	Char.	40
614	653	Street Address 2	Line 2 of student's employer.	Char.	40
654	683	City	City of student's employer.	Char.	30
684	685	State	State of student's employer.	Char.	2
686	687	Country	Country of student's employer	Char.	2
688	704	Zip Code	Zip code of student's employer.	Char.	17
705	716	Phone Number	Telephone number of student's employer.	Char.	12
717	751	First Name	First name of next-of-kin.	Char.	35
752	786	Last Name	Last name of next-of-kin.	Char.	35
787	826	Street Address 1	Line 1 of next-of-kin.	Char.	40
827	866	Street Address 2	Line 2 of next-of-kin.	Char.	40
867	896	City	City of next-of-kin.	Char.	30
897	898	State	State of next-of-kin.	Char.	2
899	907	Zip Code	Zip code of next-of-kin.	Char.	9
908	917	Phone Number	Telephone number of next-of-kin.	Char.	10
918	952	First Name	First name of first reference.	Char.	35
953	987	Last Name	Last name of first reference.	Char.	35
988	1027	Street Address 1	Line 1 of first reference.	Char.	40
1028	1067	Street Address 2	Line 2 of first reference.	Char.	40
1068	1097	City	City of first reference.	Char.	30
1098	1099	State	State of first reference.	Char.	2
1100	1108	Zip Code	Zip code of first reference.	Char.	9

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1109	1118	Phone Number	Telephone number of first reference.	Char.	10
1119	1153	First Name	First name of second reference.	Char.	35
1154	1188	Last Name	Last name of second reference.	Char.	35
1189	1228	Street Address 1	Line 1 of second reference.	Char.	40
1229	1268	Street Address 2	Line 2 of second reference.	Char.	40
1269	1298	City	City of second reference.	Char.	30
1299	1300	State	State of second reference.	Char.	2
1301	1309	Zip Code	Zip code of second reference.	Char.	9
1310	1319	Phone Number	Telephone number of second reference.	Char.	10

Exit Counseling Trailer Record   *Length = 1319*

Pos FR	Pos TO	Data Element	Description	Field Format	Lth
1	1	Record Type	'9' – Represents Trailer Record	Char.	1
2	10	Record Count	Total count of records.	Num.	9
11	1319	Filler	Attribute to complete record length.	Char.	1309